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Office Memorandum • UNITED STATES GOVERNMENT

TO : Executive Officer/OTR

DATE: 7 June 1956

FROM : Chief, Instructional Services Branch/SS/TR

SUBJECT: Weekly Activity Report No. 23
31 May - 6 June 1956SIGNIFICANT ITEMS

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1. The Visual Aids Section, ISB/SS/TR, has been moved from the Instructional Services Branch, and set up under the administration and control of the Chief, Basic School. The staff of VAS was formally notified of the change on 5 June 1956 by C/BS. [] has been assigned to supervise the activities of the Section.

OTHER ACTIVITIES

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1. The publication of an ISB Monthly Activities Report has been temporarily suspended. A proposed plan to publish a bi-monthly or quarterly OTR accessions listing (in pamphlet form) of books, journals, and films previewed is under consideration by the Chief, Library Section/OTR. Such a listing would be unclassified; one of the current considerations is to make the material readily available for overseas station dissemination.
 2. C/ISB and [] instructor, discussed the plan for publication of a Polish Newspaper Reader similar in content and format to the Russian Newspaper Reader, which is currently in production.
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4. Research and Bibliographies

- a. Bibliography on India. The Library Section is continuing to survey all materials in the OTR and CIA stacks.
- b. Bibliography on Espionage. The EE Division has requested a sanitized up-to-date bibliographic listing of Espionage materials. The original EE request was dated 12 April and forwarded to the OTR Library Section 5 June, a delay of six weeks. The Library Section will not be able to begin work on the listing until late July because of priorities established for the compilation of the India bibliography.

c. Supplement--Bibliography on Germany. Chief, Western Department, LETS, has requested the Library Section to compile and file current materials on Germany. Work will be completed in September 1956.

d. Bibliography on Intelligence. The Liaison Division/OCR has requested an unclassified bibliography on intelligence methodology, theory and organization to be furnished to Mr. William Jackson of the President's Staff. An inquiry was made of Mr.

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[REDACTED] stated that in his research of the subject he found no such published bibliography, other than a few available books. The Library Section will compile a brief listing on the subject.

5. Printing and Reproduction

a. The completion date of the Basic Tradecraft Manual, TR IM 2-6, has been set at 15 June. The materials for the supplement to the manual have been compiled and will be sent to PSD/LO for printing during the week of 4 June.

b. Bibliography: Hand-to-Hand Combat, TR RM 0-525. Completed, copies received from PSD/LO and disseminated.

c. Catalog of Courses, all catalogs, revisions, June 1956. The printing of the Catalogs is continuing; estimated date of completion has been set forward due to the insertion of a schedule change and an addendum sheet.

d. Miscellaneous administrative memoranda. 1,373 copies of 14 original pages were reproduced, collated and distributed by E&R/ISB.

6. AAS/ISB has made the necessary arrangements with Graphics/Register/OCR for a LETS summer film program of 65 films.

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